

WINNEBAGO COUNTY BOARD OF SUPERVISORS--PERSONNEL & FINANCE COMMITTEE

DATE: Thursday, March 7, 2019

TIME: 8:00 a.m.

PLACE: Conference Room 119
112 Otter Ave., Oshkosh, WI

PRESENT: Joel Rasmussen
Harold Singstock
Stephanie Spellman (arrived 8:05 am)
David Albrecht

EXCUSED: Vicki Schorse

ALSO PRESENT: Mark Harris, County Executive
Vicky Fitzgerald, Director of Finance
Mike Collard, Director of Human Resources
Rob Way, Director of Parks and Expo Center
John Matz, Sheriff
Ray Palonen, Highway Commissioner
Doug Gieryn, Director of Public Health
Judy Steckbauer, Acting Director of Veterans
Natalie Strohmeyer, Register of Deeds
Mike Elder, Director of Facilities
James Schell, Airport Director
Barry Busby, Coroner
Kim Maki, Administrative Associate Coroner
Tom McInnis, Parks Manager
Ann Kriegel, Division Manager
Amanda Dornfeld, Community Health Strategist
Chris Viau, UW-Extension
Karen Powers, County Board

Joel Rasmussen called the meeting to order at 8:00 a.m.

Public Comments

None

David Albrecht moved to approve the minutes of Feb. 7, 2019, seconded by Harold Singstock. Carried 3-0.

Budget Transfer – Sheriff’s Office, \$10,000. Winnebago County received a \$10,000 award for its first-place finish at the Advanced Law Enforcement Risk Training challenge sponsored by Wisconsin County Mutual Insurance Corporation. The Sheriff’s Office seeks to use the funds to purchase body cameras. David Albrecht moved to approve, seconded by Harold Singstock. Carried 3-0.

Budget Transfer-UW Extension, \$1,400. The transfer covers 2018 labor cost overruns. Joel Rasmussen moved to approve, seconded by David Albrecht. Carried 4-0.

Budget Carryovers from 2018 to 2019. Land and Water has a Type I budget carryover of \$115,247 due to contracted Water Quality Improvement services not competed in 2018. Several departments requested Type II budget carryovers, which apply unspent funds to a succeeding year. David Albrecht moved to approve, seconded by Harold Singstock. Carried 4-0.

Budget Transfer – Highway Department, \$7,300,000. The transfer appropriates \$6,900,000 for the Highway Department's 2019 capital improvement program and \$400,000 for the Butler Avenue and Park View Health Center parking lot project. The county will bond for \$5,558,000, with the remaining costs reimbursed by the Wisconsin Department of Transportation. Joel Rasmussen moved to approve, seconded by Harold Singstock. Carried 4-0.

Budget Transfer – Highway Department, \$1,100,000. The transfer accepts \$1,100,000 from the Wisconsin Department of Transportation to build a salt storage facility on Racine Street at USH 10. David Albrecht moved to approve, seconded by Harold Singstock. Carried 4-0.

Budget Transfer – Airport, \$12,958. The transfer moves funds from the department's small equipment account to its capital account for purchasing a breathing apparatus for the airport fire station. Harold Singstock moved to approve, seconded by Stephanie Spellman. Carried 4-0.

Budget Transfer-Coroner, \$11,661. The transfer moves unspent 2018 labor funds to the department's operating and travel accounts to cover specific budgeted line items. Joel Rasmussen moved to approve, seconded by Harold Singstock. Carried 4-0.

Budget Transfer-Coroner, \$14,025. The transfer represents the additional revenue received and the additional expenditures that occurred due to an increase in the number of cremation permits issued. Stephanie Spellman moved to approve, seconded by Harold Singstock. Carried 4-0.

Budget Transfer-Facilities, \$110,000. The transfer covers the cost to repair damaged masonry walls at the Orrin King building. The project will be paid from the 2019 bond issue. David Albrecht moved to approve, seconded by Stephanie Spellman. Carried 4-0.

Budget Transfer-Facilities, \$160,000. Mike Elder requested \$160,000 to replace the shingle roof of the J.P. Coughlin building. The project will be funded in the 2019 bond issue. David Albrecht moved to approve, seconded by Joel Rasmussen. Carried 4-0.

Budget Transfer-Facilities, \$325,000. The transfer covers the cost to raze four buildings no longer in use by the county. The buildings to be razed are the east garage on the fairgrounds, and a dairy barn, laundry building and boiler building at Park View Health Center. The plan no longer includes razing the Williams building, which the county is looking to sell. Stephanie Spellman moved to approve, seconded by Joel Rasmussen. Carried 4-0.

Budget Transfer-Facilities, \$795,000. Mike Elder requested \$795,000 to upgrade three elevators in the courthouse. The current elevator controls and electronics are no longer manufactured and breakdowns are becoming more frequent. This project originally was part of the courthouse relocation project but was removed due to funding limitations. Joel Rasmussen moved to approve, seconded by David Albrecht. Carried 4-0.

Budget Transfer – Parks Department, \$3,200. The transfer from the department's capital improvements account covers overruns due to an unexpected price increase for off-road diesel fuel. Joel Rasmussen moved to approve, seconded by Stephanie Spellman. Carried 4-0.

Budget Transfer – Parks Department, \$225,000. Rob Way asked to purchase a new 5-yard dump truck with plowing attachments to replace the current vehicle, which is 22 years old. The equipment will be funded in the 2019 bond issue. Stephanie Spellman moved to approve, seconded by Joel Rasmussen. Carried 3-1. Albrecht voted against.

Budget Transfer – Parks Department, \$269,000. The transfer covers the cost of replacing the road lighting at the Community Park Soccer Complex and adding new light fixtures to the adjacent parking lots. The current poles are deteriorating and would be replaced with LED light fixtures atop 30-foot metal poles affixed to cement bases. The project will be funded by the 2019 bond issue. Stephanie Spellman moved to approve, seconded by Joel Rasmussen. Carried 4-0.

Budget Transfer – Register of Deeds, \$1,800. The transfer covers overruns due to unexpected unemployment costs. David Albrecht moved to approve, seconded by Stephanie Spellman. Carried 4-0.

Budget Transfer-Veterans, \$11,604. The transfer moves \$7,984 from the salary contingency fund to pay for labor overages due to a vacation payout of a retiring employee and overruns in medical/dental costs. The transfer also moves a County Veterans Services Office grant of \$3,620 to specific line items with the department's budget. David Albrecht moved to approve, seconded by Harold Singstock. Carried 4-0.

Approve a service agreement and rates for bulk image sale of real estate documents. Natalie Strohmeier said the Register of Deeds currently distributes bulk images of real estate documents to private corporations for a flat monthly rate of \$500. This rate has not increased since 2000. The Register of Deeds would like to change their fee structure from a flat fee to an 18-cent per-image charge. Strohmeier asked that existing customers be phased in to the per-image fee structure over an 18-month period. David Albrecht moved to approve, seconded by Stephanie Spellman. Carried 4-0.

Approve special pay increases for certain Economic Support Specialist II's. Mike Collard requested a one-time pay adjustment ranging from .07 cents to .67 cents per hour for six Economic Support Specialist II's in Human Services. As part of the 2016 pay study two levels of support specialist were created, each in its own pay grade, which led to a wide variance of pay rates. County policy allows for a 5 percent pay increase when an employee is promoted but in 2017 promotional pay increases were frozen. Catch-up raises were used to reduce pay discrepancies, but the problem was not completely solved. To insure that newly promoted Economic Support Specialist II's do not receive higher pay than those already working at that level, the adjustments are required. Harold Singstock moved to approve, seconded by Stephanie Spellman. Carried 4-0.

David Albrecht moved to approve a Resolution of Commendation to Debbie Schneider, seconded by Stephanie Spellman. Carried 4-0.

David Albrecht moved to disallow the claims of Jim Lueders and CRW Insurance on behalf of Tim Lund, seconded by Harold Singstock. Carried 4-0.

The Personnel & Finance Committee will meet April 4, 2019, at 8 a.m.

Stephanie Spellman moved to adjourn at 9:23 a.m., seconded by David Albrecht. Carried 4-0.

Submitted by
Joan Lowe